



**STATE OF TENNESSEE
DEPARTMENT OF SAFETY AND HOMELAND SECURITY**

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**BILL HASLAM
GOVERNOR**

**WILLIAM L. GIBBONS
COMMISSIONER**

MEMORANDUM

TO: All Regulated Childcare Providers
FROM: Lieutenant Ray Robinson
DATE: April 28, 2014
SUBJECT: Implementation of the New Bus Inspection System

In 2013, the Tennessee Highway Patrol began the development of a new electronic data management system for the childcare bus inspections. The Pupil Transportation Division is excited to implement the new bus inspection system on May 1, 2014. This system will enable Childcare Providers to manage the regulated buses transporting children. As with any new process or system change, we ask and understand that allowances must be made for unexpected occurrences and learning for the Pupil Transportation employees and Childcare Providers.

It is the responsibility of the Childcare Providers to make certain all regulated buses are reported. The Childcare Providers will be required to access the new system and input the bus information directly into the database. The regulated bus must be input into the system by the Childcare Provider, before an inspection can be made by an inspector. This system will completely automate the process and allow the provider to acknowledge the inspection and print a copy for filing.

Access to this system can be obtained through the PAAMs account website. You must have a PAAMs account prior to accessing this system. Requesting access is as simple as sending an email to Pupil.Transportation@tn.gov and further instructions will be provided through a return email. The Childcare Provider should provide the following information: provider name, contact person, complete address, phone number and a statement requesting access.

We are excited to introduce this new system into our processes. This system is greatly needed to provide the childcare providers, owners, and state agencies with current information. We believe fleet management is an important step to ensuring timely and consistent inspections. Our office appreciates the effort required to change processes and learn something new. We would like to assist in any way possible, so please contact us with any questions or concerns at Pupil.Transportation@tn.gov or call Rhonda Hutt (615-743-4990, option 3), Ray Robinson (615-743-4974), or Curley Jackson (615-743-4970).

RDR:rgh